

SPRINGFIELD HISTORIC COMMISSION

Minutes: May 24, 2016

Present: Tim Hilton
Kristina Koenig
Mackenzie Karp
Jonathan Siegle
Mark McCaffery (Staff)

Guest: No guests in attendance

Excused Absence: Bruce Berg
Terra Wheeler

Where: Jesse Maine Room
Date/ Call to Order: 05/24/2016 at 5:30 p.m.

ITEM 1: Call to Order

The meeting formally began with the Chair (Tim Hilton) calling the meeting to order.

ITEM 2: Public Comment

No comments from the public.

ITEM 3: Approval of Minutes

The action before the Historic Commission was to review and approve, or approve with changes, the minutes for March 22, 2016. The minutes for March 22, 2016 were approved unanimously by the 4 members of the Commission in attendance.

ITEM 4: Election of Officers

Chair Hilton discussed the Historic Commissioner officer appointments roles (Secretary, Vice Chair and Chair) that are elected on an annual basis. Commissioner Koenig asked for clarification of the Chair role. Chair Hilton explained that traditionally the Chair's purview has been to run the Commission meetings and communicate with staff as to the order and content of upcoming agenda items. The role of Secretary was identified by Chair Hilton. Staff McCaffery interjected that although this role had previously been executed by a Commissioner, the Municipal Code states that that staff is responsible to maintain record of all proceedings before the Commission. Staff McCaffery offered to continue recording minutes as Secretary and the Commission agreed. Chair Hilton added that because the minutes are an item of business that requires a vote by Commissioners, it is appropriate that the minutes are prepared by staff that does not have voting power.

The nomination of role of Chair was brought to the table by Chair Hilton and Commissioner Siegle nominated Chair Hilton to continue his role as chair. No other nominations for other Commissioners were voiced. Commissioner Koenig expressed enthusiasm to serve as an officer

with the Commission, and offered to serve as Vice Chair. Commissioner Karp expressed enthusiasm to serve as an officer in the future. The Commission decided to elect Commissioner Hilton as Chair and Commissioner Koenig as Vice Chair.

ITEM 5: Land Use Applications

Staff McCaffery commented that there were two active land use applications that required historical review and public notice to surrounding neighbors:

- TYP216-00022: 645 8th Street – window replacement, accessory structure addition, sliding door in place of window, removal of three significant trees
- TYP216-00024: 246 C Street – construct new duplex on lot with existing single family dwelling in MDR district
 - Commissioner Siegle inquired as to whether or not the property owner/developer is the same as the property owner/developer who built the single family dwelling (that replaced the burnt down historic structure at 246 C Street). Staff McCaffery responded that he wasn't completely certain that it was the same property owner/developer but the applicant has several properties in the area which have required historical review over the years.
 - Chair Hilton asked what historical designation the property. Staff McCaffery responded that the single family dwelling on site was built to replace a burnt down historic structure which he believed had primary historic significance but the new structure did not have a primary or contributing significance. Chair Hilton noted that unless the historical designation is not changed with SHPO, the site retains its property designation until updated information is communicated to SHPO. Chair Hilton recommended that the Commission might consider some future efforts to document what sites within the Washburne Historic District that have either lost their historical designation (due to replacement or other reasons) or have had their designation modified (due to permitted or unpermitted improvements) so that a comprehensive list may be sent to SHPO in order for their records to be consistent with what resources are on properties in the District.
 - Commissioner Siegle inquired about the zoning of the subject property. Staff McCaffery informed the zoning of the property to be Medium Density Residential.
 - Staff McCaffery further commented that an application of this type would normally be reviewed at the Building Permit review level as opposed to site plan or historic review.
- TYP116-00022: 908 C Street – Replacement of an aluminum sliding window with double hung window.
 - General comments from the Commission were favorable. It was noted that the house has received several historical review applications for improvements to the property and is also on the Washburne Walking Tour.

ITEM 6: Sub-Committee Reports

Chair Hilton that the 1915 and earlier RLS (Reconnaissance Level Survey) report has been completed and was submitted to SHPO approximately 6 weeks ago. SHPO contact is Ian Johnson. SHPO will be in contact with Chair Hilton if there are any questions or required edits to the submittal.

Chair Hilton noted that parts of the RLS may benefit from an Intensive Level Survey (perhaps the farmhouse properties) if funding is provided by SHPO in the future.

ITEM 7: Commissioner Updates

Commissioner Siegle provided an overview of how original window sashes and sash parts may be repaired and or replaced by property owners with relative ease, and how the parts (pulleys/sash cords) are available locally. Commissioner Koenig inquired about the energy efficiency of original windows. Commissioners Siegle and Hilton commented that the energy efficiency comparison of original windows to new windows is relatively little, and that the key to window replacement/repair is restoring the window to an operational status.

Chair Hilton commented on the Downtown Design Standards presentation as very considerate of the transition area where the downtown area interfaces the Historic District. More information on the Downtown Design Standards can be found at this City website: <http://www.springfield-or.gov/dpw/DowntownPlanning.htm>

ITEM 8: Staff Updates

Staff McCaffery gave the following updates:

- CLG grant was updated and is currently being signed / recorded with SHPO and the City.
- Staff will begin work on establishing a timeline for the continuation of the Lumber Heritage Context Statement.
- The Downtown Design Standards Advisory Committee would like participation from the Historic Commission.
 - Commissioner Karp volunteered to be the point person for future Downtown Design Standards Advisory Committee involvement.
- Discussion about adding an item to next meeting's agenda to discuss Historic Commission responses to pending land use applications. Chair Hilton volunteered to discuss his approach to responding to the Development Code criteria as it pertains to development proposals within the Washburne District.

Meeting adjourned at approximately 6:45 p.m. Minutes recorded by Mark McCaffery.

Next Meeting: Tuesday, July 26, 2016.